



Republic of the Philippines
Department of Education
REGION IX
SCHOOLS DIVISION OF DAPITAN CITY

Office of the Schools Division Superintendent

November 24, 2025

Division Memorandum
No. 786 s. 2025

RECONSTITUTION/REITERATION OF THE COMPOSITION OF THE BIDS AND AWARDS COMMITTEE (BAC), BAC SECRETARIAT, AND TECHNICAL WORKING GROUP (TWG)

To: Assistant Schools Division Superintendent
Chief, CID and SGOD
Public Schools District Supervisors
Division Section Heads and Unit Heads
All others concerned

1. Pursuant to Republic Act 12009 (New Government Procurement Act) and its 2025 IRR, and in view of the need to ensure efficient, transparent, and effective procurement processes within the Schools Division of Dapitan City, the Bids and Awards Committee (BAC), Technical Working Group (TWG), and BAC Secretariat are hereby reconstituted.
2. The reconstituted BAC shall be responsible for overseeing procurement activities for goods, infrastructure projects, and consulting services in accordance with existing rules and guidelines. Members are expected to perform their duties with integrity, objectivity, and accountability.
3. The composition of the BAC, TWG, and BAC Secretariat is hereby as follows:

Bids and Awards Committee:

Chairperson: **AURELIO A. SANTISAS, CESE**
Assistant Schools Division Superintendent

Vice-Chairperson: **ESMERALDA A. BAGAIPO, EMD**
Education Program Supervisor

- Members:
1. **NOEL P. MANGUBAT**
Education Program Supervisor
 2. **GEORDITO T. OLARIO**
Administrative Officer V
 3. **BOBBIE E. GURABOT**
Education Program Supervisor
 4. **ELSA Q. ARANAS**
Education Program Supervisor





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5. LINDO O. ADASA JR.
Education Program Supervisor

Alternate Members:

- 1. ATTY. TRICIA GLAE R. TUBUNGBANUA-CHAN**
Attorney III
- 2. JEPHONE P. YORONG**
Education Program Supervisor

Technical Working Group (TWG):

Goods

Chairperson: **VICENTE RAMON V. SUAREZ II**
EPS II

Co-Chairperson: **HELEN T. CALAGUIAN**
Education Program Supervisor

Members:

- 1. NUEVA A. ANDAG**
SEPS-SMNE
- 2. JONATHAN D. RELUYA**
PDO II-DRRM

Infrastructure/Consulting Services

Chairperson: **JERRY M. PERONG**
Education Program Supervisor

Co-Chairperson: **ANJIE C. RABE**
Division Engineer

Member: **MICHELLE V. TORRES**
SEPS-HRDS

Secretariat:

Chairperson: **MICHAEL E. TAN, MPA**
Administrative Officer IV

Members:

- 1. MARIANNA KESTREL T. HARAYO**
Administrative Officer II
- 2. ANTHONY KESTREL MEDIJA**
Administrative Aide VI
- 3. DANILO M. SANTIAGO**
PDO I



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Canvasser **MARIANNA KESTREL T. HARAYO**
Administrative Officer II

Alternate canvasser **ANTHONY KESTREL MEDIJA**
Administrative Aide VI

4. The reconstituted bodies shall immediately commence their functions upon issuance of this memorandum and shall serve until replaced or reconstituted by competent authority.
5. All personnel concerned are directed to extend full support and cooperation to the BAC, TWG, and the Secretariat to ensure compliance with all procurement timelines and requirements.
6. For the information and guidance of all concerned.

JAY S. MONTEALTO, CESO VI
Schools Division Superintendent

